

**MINUTES FOR  
PROJECT ENGINEERS MEETING  
Wednesday, May 14, 2003  
10:00 am. Conference Room 'C'**

1. CADD & PC Update ..... Randy Bissette  
The main server is nearing capacity so please archive any files that you can, and delete any duplicate files that you may have. The new workstations have a lot of storage space so you can store items temporarily on the "D" drive. Copy FTP files so they will not be deleted. Don't download anything that is not work related. We have received 20 new workstations in the last three weeks. Ten of these still need to be distributed. BSIPS seems to be going well for now. Log off at the end of the day but please don't lock your machines up.
2. Employee Appreciation ..... Ricky Keith  
The Structure Design Employee Appreciation lunch will be held on Wednesday, May 21 at 1:00 pm. Greg, Allen and I would like to extend our sincere thanks for all the hard work that everyone in this unit does. We very much appreciate every effort to get the job accomplished. Project Engineers are asked to allow employees that are helping Steve and Cliff with the cooking to have that time off. Employees are asked to bring their favorite dessert.
3. Continuous Bridges ..... Ricky Keith  
Bridges should be designed continuous or continuous for live load whenever possible. A concerted effort should be made to eliminate joints or minimize the number of joints. Where overhang dimensions become excessive on curved structures use curved girders. A team will be established to develop some guidelines to help with curved girder design and details. In some cases link slabs may be used. Please see Tom prior to using these. Shelf projects need to be revised to eliminate joints as well. See Greg or me if you have problems with these.
4. Kellenberger Courses ..... Ricky Keith  
All Project Engineers and Squad Leaders will be asked to attend the Context Sensitive Solutions Class. Please let me know if there are individuals in your Project Groups interested in taking the 7-Habits Course.
5. Revisions to Standards ..... Tom Koch  
Revisions were issued May 7. See Tom if you have any questions about these. The new Design Manual revisions will be distributed soon and sessions will be held with the Project Groups to go over changes.
6. Spring Field Tour ..... Tom Koch  
Some items that came out of the Spring Field Tour discussions included:  
Elimination of heavy skews when possible, lengthening of approach slabs, using 6" drains adjacent to sidewalks, drainage collection system for cored slabs. Guidance will be forthcoming on link slab designs and integral details will be included in the new Design Manual revisions.

7. Training Opportunities .....Tom Koch  
If anyone is having trouble getting their PDH's see Tom for possible opportunities. We will be having courses coming up on LRFD for Prestressed Girder Design, A PCI seminar in November, and a M & T course in self-compacted concrete. Kellenberger's courses are also a possibility.
8. Railroad Issues .....Allen Raynor  
On railroad overhead structures pay particular attention to the effect your structures may have on existing railroad slopes. If the replacement structure is longer than the existing structure we will be cutting into the railroad slopes and could possibly require some type of retaining wall on either side of the end bent. See Allen if you have this situation.
9. Other  
Continue to work closely with the area Structure Engineers on your projects. They are a very valuable resource.

So far there is no new information on the Engineering Study.